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| **PREPARATION** | 1. **Capacity building and methodology** | **During workpackage execution Project academic Board will be established. General plans of improving situation and**  **creating network of "university-employers" centers will be elaborated.**Performance Management System and the Board’s informational system will be elaborated. |  |
|  | 1.1. Academic developers’ team | Establishment of the Project academic Board responsible for the Regional coordination centers conception development at all participating universities. The Program of cooperation between universities and employers development and the project “Regional Coordination Network of Graduates Employment Centers” will be elaborated.Creation of information system of Project academic Board, which consists of the following subsystems: administration of results, project web-site, on-line conference system, web forum, system of documentation, project library system and other subsystems under the project. |  |
|  | 1.3 Comprehensive analytical overview of best practices in university-employers relations. | Generalization of EU experience in the particular fields of establishing relations between universities and employers. Analysis of stakeholder needs. |  |
|  | 1.4. Needs and gaps analyses with involvement of main stakeholders | Based both on stakeholders’ needs analysis and 1.2. |  |
|  | 1.5.  University-Employers Relations Model | Content structure outlines new concept of University-employers. Establishment by the Project academic Board the office for university employment cooperation support, which is responsible for development of corresponding Centre and selection of Centre’s staff. Preparation by the workgroups plans of centres’ development. Consideration and approval of the plans by the Project academic Board.  Promotion of knowledge and skills of EU administration and teachering staff (EUATS) to develop new methods in the University-Employers Cooperation  Командируются 2-3 человека в отдельные университеты ЕС, по возвращению проводят семинары, распространяя полученные знания на localworkshops. |  |
| **Development** | **2. Method of labour market demands’ forecasting for social-economic education (DAFME)** |  |  |
|  | 2.1. Draft version of DAFME, based on academicals-employers interaction. |  |  |
|  | 2.2. Training of selected representatives of academic workgroups in EU |  |  |
|  | 2.3. Local workshops on market demand forecasting |  |  |
|  | 2.4. Guidelines on stakeholders’ involvement into the process of learning outcomes design and renovation | A handbook, textbooks including a review of EU experience and deep analysis of situation with cooperation between universities and employers in the PCs with best examples will be published. Development of Committee's quality standard of education and its approval by all consortium members. |  |
|  | 2.5. Testing the DAFME Concept at PC universities. |  |  |
|  | 2.6. Final version of the DAFME Methodology, assured by stakeholders | Определить участников проекта, назначить им роли. Утверждение концепции с привлечением заинтересованных сторон, например, представителей рынка труда. Проведение круглых столов с участниками и заинтересованными лицами проекта, членами ЕС. The round table with participation of representatives of employment centers and local authorities, trade unions. The round table — summing up in NMU. All partner universities present projects of university cooperation based on personal experience and present cooperation with employer. |  |
|  | 2.7. Quality assurance technologies for support of DAFME in the field of social-economic education | Осуществление долгосрочного прогноза требований рынка труда разработка методики прогнозирования рынка труда. Agreement of New deductive materials in Employment University cooperation Enhancing by Ministries of Education and their final validation  7.4 Assessment of the quality of education on the basis of the developed "quality standard of education" |  |
| **Development** | **3. New DAFME centers** |  |  |
|  | 3.1. Staff lists | Hiring, training and probation of administrative staff for GEC (3 experts per 1 Center) |  |
|  | 3.2. Training of selected Centers staff members in EU |  |  |
|  | 3.3. Official universities’ regulations concerning new centers | (подписание и написание официальных документов касательно открытия) |  |
|  | 3.4. DAFME Centers | Official opening of the Centres with participation of the employment centers and regional administrations. Opening will take place with regional mass media.  arrangement of offices with equipment, software, staff etc.  Integration with alumni associations at each PC university. Organization of seminars for graduate students |  |
|  | 3.5. Cooperation agreements between partner universities concerning joint academic-professional interaction promotion | establishing a communication network |  |
|  | 3.6. DAFME Centres’ webpages |  |  |
| **Development** | **4. DAFME platform software design** |  |  |
|  | 4.1. DAFME database designed to tie vocational and educational descriptors together | Creating database of senior and graduated students’ resumes, adding the database to the Centre’s web-site, provide convenient access to the data for registered users. Design of database of organizations, enterprises and firms, which are interested in students, graduated from participating NIS universities is creating, adding the structure of this database to the Centre’s web-site, provide convenient access to the data for registered users. Each Center will create database of the needs of regional employers in close cooperation with the regional authorities, employment centers, Chambers of commerce and industry and Unions of industrialists and entrepreneurs.Each Center will create database of the needs of regional employers in close cooperation with the regional authorities, employment centers, Chambers of commerce and industry and Unions of industrialists and entrepreneurs.  Formation of the monitoring system of jobs website |  |
|  | 4.2. Specific requirements to the DAFME Portal, allowing involvement of all variety of stakeholders to surveys on tendencies of labour market needs | Концепция информационного портала по взаимодействию академической и профессиональной сторон  Разработка software информационной системы, посвященной взаимодействию сторон |  |
|  | 4.3. DAFME Portal analytical processing modules | Creating of the database’s analytical adjustments for the rating of graduates and employers, and long-term forecasting of labor market requirements |  |
|  | 4.4. DAFME Portal launched |  |  |
| **EXPLOITATION** | **5. Pilot curricula’s update based on the DAFME paradigm** |  |  |
|  | 5.1. Selection of a programme in each PC university for its pilot renovation, based on DAFME |  |  |
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|  | 5.4. Round table for results of DAFME data analysis, decisions making (concerning selected educational branch) |  |  |
|  | 5.5. Pilot curriculum based on conducted DAFME analysis |  |  |
|  | 5.6. Benchmark of the new curriculum, collecting students opinions |  |  |
|  | 5.7.Presentation of achieved results in Ministry of Education and Science |  |  |
| **Dissemination** | **6. Dissemination of the Project** |  |  |
|  | 6.1 Project web-site | Creation of the web-site of the Committee. Web-site will be updated during the project life and beyond and will be a main source of information about the Centre and its activities |  |
|  | 6.2 Mass-media campaigns | local project meetings with participation of journalists in SMSUH, CSU, NMU and SSU. Promotion of European Higher Education Area, popularization of Alumni associations, Centres and a TEMPUS projects. Design of project logo and ordering of calendars, badges and stationery with the logotype. Publishing of brochures, posters, leaflets. |  |
|  | 6.3. Dissemination of project materials | Creation of Centres' free-libraries which contain literature, collected during the project on directions of Centers' activity (in RU,UA,MD,EN languages), will be arranged and storied in special depositories in the Centers for using by students and teacher. |  |
|  | 5.3. Annual career seminars | Seminar presentation of up-to-date information on career areas and interchange of experience in the each Center |  |
|  | 6.4 Publishing DAFME bulletin |  |  |
|  | 6.5. DAFME Portal promotion in Internet |  |  |
|  | 5.2 Semi-annual DAFME Fairs |  |  |
| **Quality** | **7. Quality control and monitoring** |  |  |
|  | 7.1 Annual evaluation of project quality by Academic Employment Committee | Level of coherence between work plan and actual results will be assessed by comparing the actually achieved results atthe moment of the next assessment with those pointed out in the work plan. Expertise will carried out by the 2 externalexperts (subcontracted by KLU). They will evaluate the project results twice: in the middle of first and second projectyear. Finance audit of the project will be carried out by external audit company. |  |
|  | 7.2 Semi-annual analysis of project participants’ feedbacks | Quality control and monitoring will be carried out by comparison to the work plan, by analyzing the project participantsquestionnaires. Questionnaires are to be designed by all the consortium members and analyzed by the localcoordinators. |  |
|  | 7.3. On-line forum in the project web-page for project estimation |  |  |
| **Management** | **8. Management of the Project** |  |  |
|  | 8.1 Kick-off meeting |  |  |
|  | 8.2. General and Local Project Management Boards |  |  |
|  | 8.3 Persistent round tables of the Project’s Management Board | Meetings of the management team/Webinars |  |
|  | 8.4 Day-to-day management |  |  |
|  | 8.5 Operational management by permanent PC reports processing |  |  |